

SPECIAL COUNCIL MEETING, OCTOBER 23, 2017 5:30 P.M.

Mayor Horne opened the meeting by announcing that this was an open meeting of the Common Council. Notice of this meeting was given to the public at least 24 hours in advance of the meeting by forwarding the complete agenda to the official City newspaper, the New Richmond News, and to all news media who have requested the same as well as posting. Copies of the complete agenda were available for inspection at the City Clerk's office. Anyone desiring information as to forthcoming meetings should contact the City Clerk's office.

Roll call was taken.

Members Present: Mayor Horne, Alderman Kittel, Jackson, Montello, and Volkert

Members Absent: Alderman Zajkowski

The Pledge of Allegiance was recited.

Alderman Montello moved to adopt the agenda as presented, seconded by Alderman Ard and carried.

Alley Reconstruction/Funding

Jeremiah Wendt explained the Public Works Committee has discussed reconstruction of alleys in the City. An assessment was completed by staff of all alleys and a survey was sent out to property owners along the alleys. The goal is to have them all paved over the next five years. The cost would be split 50/50 with the property owners and could be paid back over five years on the tax roll. The alleys have been ranked as to which ones should be completed first. The typical frontage on an alley is 60 to 80 feet which would cost approximately \$750 to the property owner. Some alleys are longer and could cost up to \$2,200. The next step is for City Council to adopt a policy. Maintenance would be done like the regular streets, including seal coating 3 to 5 years after they are blacktopped. Alleys would also be a regular part of the crack filling program. Any existing alleys that have large holes, the Public Works Department can fix. In an effort to save money, everything except the asphalt could be done by City staff. There was concern regarding speeding on the alleys after they are paved. Removable speed bumps could be placed to help with this problem. Alderman Montello moved to proceed with an ordinance, seconded by Alderman Ard and carried.

2018 Budget

Rae Ann Ailts explained staff has given budget presentations to seven groups so far and have eight more presentations planned at various places for community engagement and feedback. Residents who have attended the presentations have responded favorably to a small increase in the City's levy. Within the 2018 budget, staff has been able to maintain health insurance rates including eye care and dental care. Council previously approved managed print and IT services, continuing with the electrical inspector contract for 2018, adding one patrol officer, adding one public works position, a part-time custodial position, and a part-time seasonal position for the airport. Staff has reviewed the overtime budget for the Police Department and feel the amount budgeted should be \$85,000. Staff will continue to try to reduce that amount. There was discussion regarding adding \$100,000 to the budget for capital projects in 2018. Alderman Montello moved to proceed with publishing the budget as presented with the inclusion of \$100,000 for capital improvements in 2018, seconded by Alderman Ard and carried.

Alderman Ard moved to approve the hiring process for a Police Officer, seconded by Alderman Montello, and carried.

Alderman Kittel moved to proceed with the hiring process for a full-time public works hybrid position that will work with streets, parks, water and wastewater as needed, seconded by Alderman Ard and carried.

Capital Improvement Plan Update

Rae Ann Ailts explained that staff prioritized the capital improvement projects by color as requested by Council. Red projects need immediate attention as they relate to health or safety issues. Yellow projects need repair or replacement soon, but not immediately. Green projects would be nice, but do not directly impact the safety or health of the community. Council was asked to review the projects and funding sources. These will be discussed at the next work session in November.

Set Date for Council Retreat

Mayor Horne asked the Council to look at their calendars and set the date for the retreat at the November 13, 2017 meeting. It was suggested to call this an extended work session.

Collateralization of Public Funds

Rae Ann Ailts explained the City currently utilizes a repurchase agreement to collateralize the funds of the City. Collateralization is where the bank provides securities for the exchange of the City's fund. This is done to ensure, in case of a default by the bank, the City is able to collect on funds held by the bank. Our current repurchase agreement provides collateralization for up to one million dollars. Staff is recommending using a letter of credit instead of the repurchase agreement so secure funds. There is zero cost, less administrative burden at year-end, and rapid payout in the event of a default. Staff has consulted with our legal counsel, auditors and other municipalities that use a letter of credit. Our legal counsel and auditors have indicated a letter of credit meets all state and accounting requirements and standards. Alderman Montello moved to proceed with obtaining a letter of credit to be reviewed by legal counsel and our auditors, seconded by Alderman Ard and carried.

Police Digital Radios

Chief Yehlik explained the County went through a frequency changeover with radios in September in preparation for the April 1, 2018 deadline for changing to all digital radios. The New Richmond Police Department has experienced many problems since this changeover. Craig received bids for Motorola Radios and for Tait Radios. No agencies in St. Croix County currently use the Tait radios and other agencies are phasing out their Tait radios. St. Croix County and surrounding agencies have purchased Motorola Radios. The cost for purchasing Motorola Radios is \$70,364. Staff recommends approval to proceed with the purchase of the Motorola APX-4000 and APX-4500 radios with programming and installation to be completed with Ancom. Alderman Montello moved to accept this recommendation and include feedback from the department regarding which microphones to order, seconded by Alderman Ard and carried.

School Resource Officer

The City and School District have begun informal discussions regarding the need for a School Resource Officer. There may be funds from a grant or PILOT for the School Resource Officer. If the funding comes through, Craig will bring back information to the City Council as to the timeline and formal approval to move forward with hiring and purchasing equipment. Discussion followed. Craig Yehlik will work with the New Richmond School District on the development of a Memorandum of Understanding for formal approval by the City Council. No action is needed at this time.

Communications & Miscellaneous

Craig Yehlik stated that all officers are certified and carrying Narcan now which is the emergency treatment of a known or suspected opioid overdose.

Alderman Ard moved to adjourn the meeting, seconded by Alderman Kittel and carried.

Meeting adjourned at 7:19 p.m.

Tanya Batchelor
City Clerk